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**San Bernardino County:** Gary Ovitt, San Bernardino County • Lawrence Dale, Barstow • Paul Eaton, Montclair • Lee Ann Garcia, Grand Terrace • Tim Jasper, Town of Apple Valley • Larry McCallon, Highland • Deborah Robertson, Rialto • Alan Wapner, Ontario

**Tribal Government Representative:** Andrew Masiel St., Pechanga Band of Luiseno Indians

**Ventura County:** Linda Parks, Ventura County • Glen Becerra, Simi Valley • Carl Morehouse, San Buenaventura • Toni Young, Port Hueneme

**Orange County Transportation Authority:** Art Brown, Buena Park

**Riverside County Transportation**

**Commission:** Robin Lowe, Hemet

**Ventura County Transportation**

**Commission:** Keith Millhouse, Moorpark

## MEETING OF THE

# ADMINISTRATION COMMITTEE

### PLEASE NOTE DATE AND TIME

**Thursday, August 30, 2007**

**8:30 a.m. – 9:30 a.m.**

### SCAG Offices

**818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor**

**Conference Room San Bernardino**

**Los Angeles, CA 90017**

**213.236.1800**

If members of the public wish to review the attachments or have any questions on any of the agenda items, please contact Carmen Summers at 213.236.1984 or [summers@scag.ca.gov](mailto:summers@scag.ca.gov)

Agendas and Minutes for the Administration Committee are also available at:

[www.scag.ca.gov/committees/ac.htm](http://www.scag.ca.gov/committees/ac.htm)

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## Administration Committee Membership

Loveridge, Ronald, ***Chair***  
 Edney, Jon, ***Vice Chair***

*Riverside*  
*El Centro*

*Riverside County*  
*CEHD*

<b>Member</b>	<b>Representing</b>	<b>Affiliation</b>
Aldinger, Jim	Manhattan Beach	SBCCOG
Baldwin, Harry	San Gabriel	TCC
Becerra, Glen	Simi Valley	Ventura County
Burke, Yvonne	Los Angeles	President
Clark, Margaret	Rosemead	EEC
Dixon, Richard	Lake Forest	Officer
Lowenthal, Bonnie	Long Beach	TCC
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians	Appointed
McCallon, Larry	Highland	Appointed
Nowatka, Paul	Torrance	Appointed
O'Connor, Pam	Santa Monica	Appointed
Ovitt, Gary	San Bernardino	Officer
Parks, Bernard	Los Angeles	Appointed
Pettis, Greg	Cathedral City	CVAG
Roberts, Ron	Temecula	WRCOG
Wapner, Alan	Ontario	SANBAG
Washburn, Dennis	Calabasas	EEC
Young, Toni,	Port Hueneme	Immediate Past President

*Last Update 6/11/07*

# ADMINISTRATION COMMITTEE

## AGENDA

PAGE #

TIME

*"Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee."*

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Ron  
Loveridge, Chair

2.0 PUBLIC COMMENT PERIOD

Members of the public desiring to speak on an agenda item or items not on the agenda, but within the purview of the Committee, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty (20) minutes.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

4.0 CONSENT CALENDAR

4.1 Approval Items

4.1.1 Minutes of July 12, 2007 Meeting  
Attachment

1

4.1.2 Contracts over \$250,000  
Attachment

8

4.1.3 Approve the FY 2008-2009  
Comprehensive Budget  
Development Schedule  
Attachment

11

4.2 Receive & File

4.2.1 Contracts/Purchase Orders and  
MOUs between \$5,000 - \$250,000  
Attachment

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# ADMINISTRATION COMMITTEE

## AGENDA

			PAGE #	TIME
5.0	<b><u>ACTION ITEMS</u></b>			
5.1	<u>Regional Comprehensive Plan Sustainability Conference Attachment</u>	Douglas Kim, SCAG Consultant	31	5 minutes
	<b>Recommended Action:</b> Co-fund \$10,000 toward the cost of hosting a Regional Comprehensive plan Sustainability Conference in January 2008.			
5.2	<u>Contract Manual Amendment Attachment</u>	Leyton Morgan, Contracts Mgr.	32	5 minutes
	<b>Recommended Action:</b> Amend sections 8.1.1 (Formal Request for Prop./Bid) and 8.1.2 (Informal Request for Prop./Bid) of the SCAG Contract manual to establish specific policy to govern Contracts funded from the General Fund.			
5.3	<u>Implementation Regarding GASB 45 Irrevocable Trust Attachment</u>	Basil Panas, Accounting Mgr.	34	10 minutes
	<b>Recommended Action:</b> Recommend that the Administration Committee approve the following documents relating to the implementation of the Governmental Accounting Standards Board Statement No. 45 (GASB 45) Irrevocable Trust.			
5.4	<u>Statement of Investment Policy Attachment</u>	Wayne Moore, CFO	47	5 minutes
	<b>Recommended Action:</b> Recommend that the Administration Committee Adopt the Amended Investment Policy.			

# ADMINISTRATION COMMITTEE

## AGENDA

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			PAGE #	TIME
5.0	<b><u>ACTION ITEMS-Continued</u></b>			
5.5	<u>Government and Public Affairs Classification Study Results Attachment</u>	<b>Rhonda Lawrence, SCAG Staff</b>	<b>56</b>	<b>5 minutes</b>
	<b>Recommended Action:</b> Approve the Classification levels and the Salary ranges.			
5.6	<u>Sponsorship of the 2008 Faster Freight Cleaner Air Conference Attachment</u>	<b>Jonathan Nadler, SCAG Staff</b>	<b>59</b>	<b>5 minutes</b>
	<b>Recommended Action:</b> Approve \$25,000 sponsorship of hosting the 2008 Faster Freight – Cleaner Air Conference.			
6.0	<b><u>INFORMATION ITEMS</u></b>			
6.1	<u>CFO Monthly Financial Report for June &amp; July 2007 Attachment</u>	<b>Wayne Moore, CFO</b>	<b>60</b>	<b>10 minutes</b>
7.0	<b><u>AUDIT COMMITTEE REPORT</u></b>	<b>Hon. Paul Nowatka, Chair</b>		
8.0	<b><u>STAFF REPORT</u></b>			

# ADMINISTRATION COMMITTEE

## AGENDA

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- |  | <i>PAGE #</i> | <i>TIME</i> |
|--|---------------|-------------|
| <b>9.0    <u>FUTURE AGENDA ITEMS</u></b>   |               |             |
| <p>Any Committee member or staff desiring to place items on a future agenda may make such a request.</p>                                       |               |             |
| <b>10.0    <u>ANNOUNCEMENTS</u></b>  |               |             |
| <b>11.0    <u>ADJOURNMENT</u></b>  |               |             |
| <p>The next meeting of the Administration Committee will be held on Thursday, October 4, 2007 at the SCAG offices in downtown Los Angeles.</p> |               |             |